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File: Rec Mgmt - 7
Mgmt & Records Utilization

5 JUL 1961

Donald N. Wackwitz, Colonel, USAF
Aerospace Technical Intelligence Center
ACS/Intelligence (ATTN: AFCIN-4)
Chief, Records Management Staff, CIA

Identification of Noncurrent Documents

1. This is in reply to your memo of 18 May 1961 regarding identification of obsolete ATIC reports. The ATIC Annual Cumulative Index is being used to identify obsolete material which is disposed of in accordance with our records control schedules.

2. Keeping intelligence collections current is indeed an important records management objective, and I share your concern with this matter.

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RMS/RD&SB [redacted] (5 July '61)

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